

PRELIMINARY RESOURCE MANAGEMENT PLAN INSTRUCTIONS **Kentucky Heritage Land Conservation Fund Board (KHLCFB)**

All applications to the Kentucky Heritage Land Conservation Fund Board (KHLCFB) must include a Preliminary Resource Management Plan (preliminary RMP). The KHLCFB considers the preliminary RMP in the evaluation of applications and proposals.

The preliminary RMP shall provide a complete outline of how the proposed project site will be managed after acquisition. If an application is approved by the KHLCFB, the preliminary RMP will serve as a basis for the final RMP for the project site.

Follow these instructions carefully. Failure to do so will result in the application being returned to the applicant.

1. **Purpose.** Provide a brief statement of the purpose(s) for which the project site will be acquired and managed. Include a description of proposed management activities and explain how these proposed activities will achieve the purpose. The purpose of, and the activities on, the project site shall meet the requirements of KRS 146.550 through 146.570 and 418 KAR Chapter 1.
2. **Management Activities.**
 - a. **Natural resource protection:** Describe the natural resources that will require protection. Generally describe the issues associated with natural resource protection and the proposed management activities that will resolve these issues. Include the following information: a general description of natural communities, plant species, and animal species; planned actions to protect endangered, threatened or special concern plants, animals or natural communities; planned actions to protect geological features; planned actions to protect surface water and groundwater quality; planned hydroperiod management; potential developmental pressures; and any other information relevant to natural resource protection.
 - b. **Resource restoration and enhancement:** Describe project site enhancement and restoration activities. Examples include, but are not limited to, the following: exotic plant and animal removal; restoration of wetlands; improvement of surface water quality; recovery plans for endangered, threatened and special concern plant and animal species; and restoration of natural communities.
 - c. **Archeological and Historical Resource Protection:** Outline procedures which will be utilized to protect archeological and historical sites that exist or may occur on the project site.

- d. **Security and Safety:** Describe generally the measures that will be taken and the design features that will be utilized to protect the project site and the public using the site.
 - e. **Maintenance:** Describe generally the maintenance activities anticipated for the project site including, but not limited to, maintenance of roads, trails, and boundaries; trash removal; site cleanup; and facilities maintenance.
3. **Improvements, Access, Agreements, Public Use, and Restrictions.**
- a. **Physical Improvements:** Provide a general description of existing and proposed physical improvements and a conceptual site plan showing the approximate location of any improvements.

Generally describe proposed alterations of land or vegetation at the project site, the approximate extent of this work and how these alterations will be coordinated with the protection of plant and animal species and natural communities, if any, on the project site.
 - b. **Access:** Describe how public access will be provided. This might include parking areas, trails and public facilities.
 - c. **Agreements:** Describe all existing and anticipated management agreements, leases, easements, licenses and other agreements with affect, or may affect, the project site and its use. Attach existing agreements.
 - d. **Public Use:** Describe existing and anticipated types of public use at the project site, including, but not limited to, ecological research, environmental education and resource-based recreation. Incorporate a provision acknowledging that written approval from the KHLCFB is a prerequisite to a change of public use.
 - e. **Restrictions:** Describe all restrictions, existing and proposed, at the project site including, but not limited to, policies regarding the research, collection, and harvesting of living and nonliving things; time limits as to visitation; and off-limit areas.
4. **Preliminary Cost Estimates and Funding Sources.** Describe the approximate cost and potential funding sources for the activities listed in items 1 through 3 above. Include staffing costs.

5. **Joint RMPs.** RMPs submitted by joint applicants shall specify which entity will perform each aspect of management. Each applicant shall remain responsible for all aspects of management.
6. **Amendment.** RMPs may be amended only upon prior written KHLCFB approval. Until KHLCFB approval of an amendment is obtained, recipients of KHLCF money shall adhere strictly to the most recent RMP approved by the KHLCFB.
7. **Filing.** The preliminary shall be submitted simultaneously with an application.
8. **Annual Reports.** The applicant shall file with the KHLCFB annual management reports pursuant to 418 KAR 1:060, Section 11 until the final RMP has been approved by the board. Following approval of the final RMP, additional management reports shall be submitted upon request of the board.
9. **Final RMP.** The applicant may request that the preliminary RMP serve as the final RMP if the preliminary RMP meets all the requirements of 418 KAR 1:060(3)(2).

For additional information contact:

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